

Director of Student Support

The Director of Student Support will report directly to the Principal/Executive Director.

The Director of Student Support organizes, manages and leads the implementation of the advisory model of the school and the social/emotional/wellness 360-degree support program at HLHS. The Director of Student Support is chiefly responsible for establishing a culture of care and concern at the school so that students can meet the high academic expectations of the school.

Specific Responsibilities:

1. Administer the following programs:
 - a. Delivery of social work services under Federal IDEA IEP at the school to ensure this related service is being met,
 - b. School advisory program (includes weekly “rounds,” training of staff, curriculum support and student assignments and placement based on ELL, and Special Education),
 - c. Intervention training for potential Suicidal Student, Reporting Child Abuse & Neglect, Crisis Response Protocols/Directives, Individual Student Safety Plan Protocols, McKinney Vento Homeless program,
 - d. Student behavior handbook policy review/development,
 - e. Attendance and Truancy intervention initiatives,
 - f. Medicaid in the Schools Reimbursement Program,
 - g. MOU’s for community mental health partnerships,
 - h. Students’ Next Step Plans based on a career development process that includes career awareness, exploration and interest inventories.
 - i. Data collection of Family engagement initiatives – Dia Familiar (Open House), Trimester Family meetings participation, etc.
 - j. Developmental Asset Profile data collection and reporting use of this data to drive support programming for students.
2. Collaborate with the Leadership Team to insure the three pillar approach and model of the school works to meet the needs of students and guides their growth and development.
3. Facilitates family meetings to address support needs and or issues with students and includes their Advisors as part of this process.
4. Oversees behavior management through a Positive Youth Development (PYD) approach,
5. Provide ‘drop in’ service for students and family who may need emotional support or concrete community services and assistance.
6. Direct supervisor to school social workers to ensure their job duties and responsibilities support the student support mission and initiatives. Manage employee development plans on a periodic and annual basis.
7. Participate in student recruitment and community engagement activities as required by the Executive Director.

8. Participate and facilitate meetings with Governing Council members during board meetings, subcommittee meetings and other governance activities required by the Executive Director with regard to the Council's annual strategic plan.
9. Participate in and facilitate leadership trainings, retreats and other professional development activities
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Required Qualifications

1. Bachelor's degree in Social Work or Education from an accredited university. Three years experience administering academic, social/emotional, behavioral health or other school programs.

Preferred Qualifications

1. Master's degree in Social Work or Education from an accredited university
2. Valid State Department of Education administrative licensure
3. New Mexico Social Worker License, LICSW preferred
4. Knowledge and understanding of health professions and healthy lifestyle
5. Experience with inclusive education practices
6. Experience working with English Language Learners
7. Strong oral and written communication skills
8. Strong collaboration skills
9. Spanish fluency

Applicants send resume and letter of interest to;

Blanca@healthleadershiphighschool.org